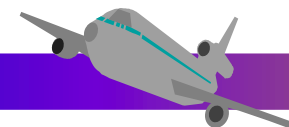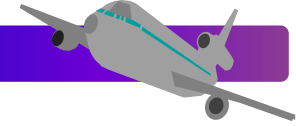# Defense Travel System

Defense Travel System Update

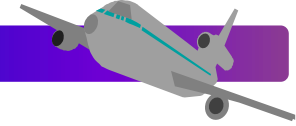**CDR Bill Schworer, SC, USN**
Deputy PM

50K ft Topics

- **DTS Background**
- **DTS Update**
- **What is DTS-Limited?**
- **How DTS-Limited will be utilized**
- **DTS-Limited capabilities**
- **DTS vs. DTS-Limited**
- **Roles and responsibilities**
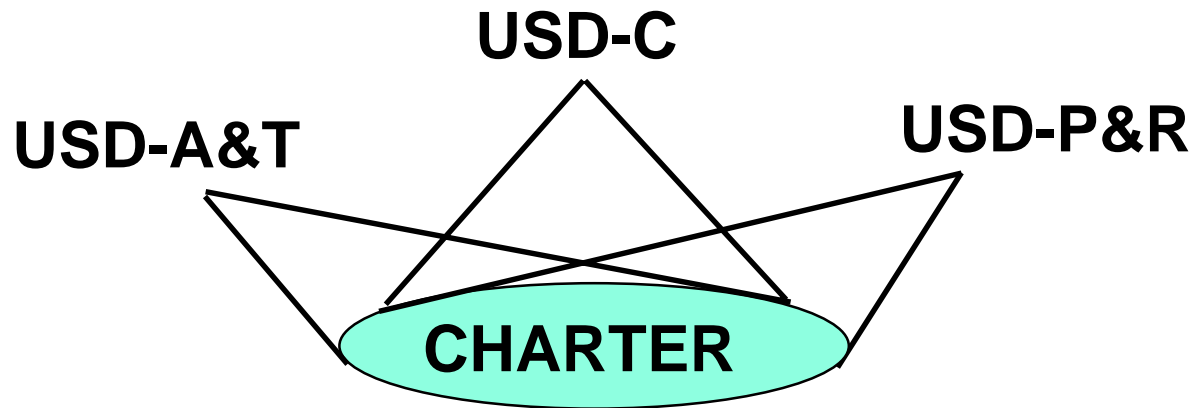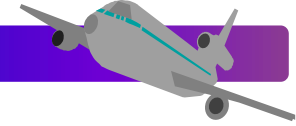- **Training**

How It All Began

- **National Performance Review**

- **Congressional Concern**

RESULT: Task DoD to Reengineer Travel

DoD Reengineering Travel Task Force
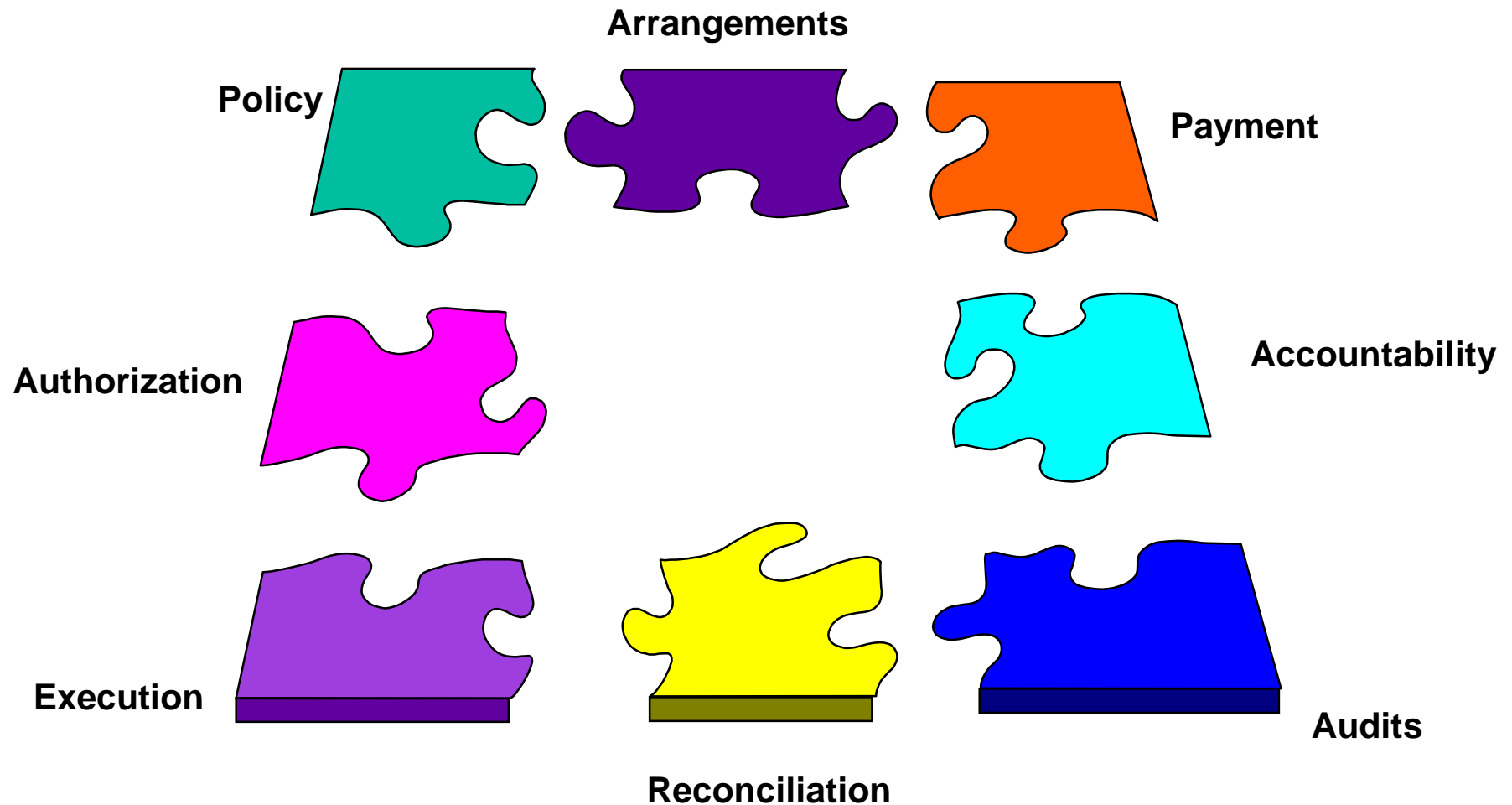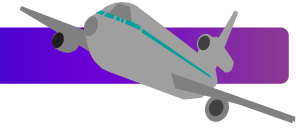
USD-C

USD-A&T   USD-P&R

CHARTER

Develop a fair & equitable temporary duty travel system for all DoD organizations that:

⭐ **Improves service**
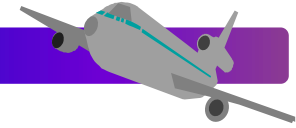
⭐ **Meets mission requirements**

⭐ **Reduces costs**

Essential Elements
of the Current System

Arrangements

Policy

Payment

Authorization

Accountability

Execution

Reconciliation

Audits

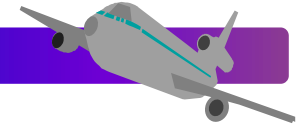# *Task Force Findings*

- **Profile**
  - **Expensive - mission costs, operating system costs, and traveler costs**
  - **Not mission-oriented**
  - **Not customer-oriented**

- **Conclusion**
  - **System is not integrated**
  - **Compliance versus performance focus**
  - **Not using best business practices**
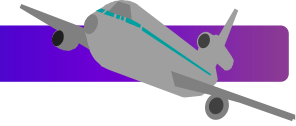
The System

A seamless, paperless, temporary duty travel system that meets the needs of travelers, commanders, and process owners. It must reduce costs, support mission requirements, and provide superior customer service.

DTS Testing Schedule

- **Pre-test 4**   **20 Mar - 28 Apr**
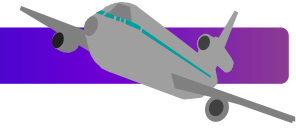
- **Formal Test**   **TBD**
    - Computation Module/DFAS certification
    - System/User acceptance test
    - Information System Security

- **Follow-on Defense Accounting and Disbursing Systems (DADS) testing**   **TBD**

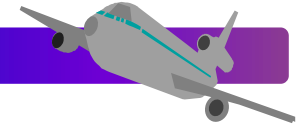## Full DTS will not be fielded until ready

Defense Travel System
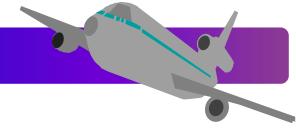

On the Right Track.

DTS-Limited

What is DTS-Limited?

- **Announced to Navy in NAVADMIN 044/00**

- **Single version of the off-the-shelf software (Travel Manager)**

- **Provide similar format to full DTS -- both electronic and manual capabilities to create travel authorizations and vouchers, perform budget functions**

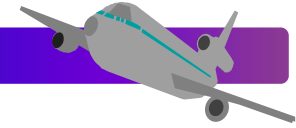- **Certified computation module**

Why DTS-Limited?

- **Allows future DTS users opportunity to perform substantial portion of DTS functions. Assists in cultural and process changes required for full DTS implementation**

- **Users gain experience with DTS and receive software training, improving their fielding of the full DTS**

- **Commands provided with capability to reap some process savings sooner**
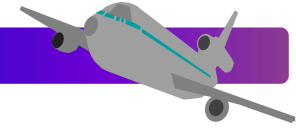
Capabilities

LEVEL 1   **Electronic travel order writer & budget tracking**

LEVEL 2   **Full Level 1 plus electronic voucher computation**

LEVEL 3   **Full Levels 1 & 2 plus "Service" developed and funded external interface to accounting & disbursing systems; &/or commercial travel office**

Navy Decision on Level & Use
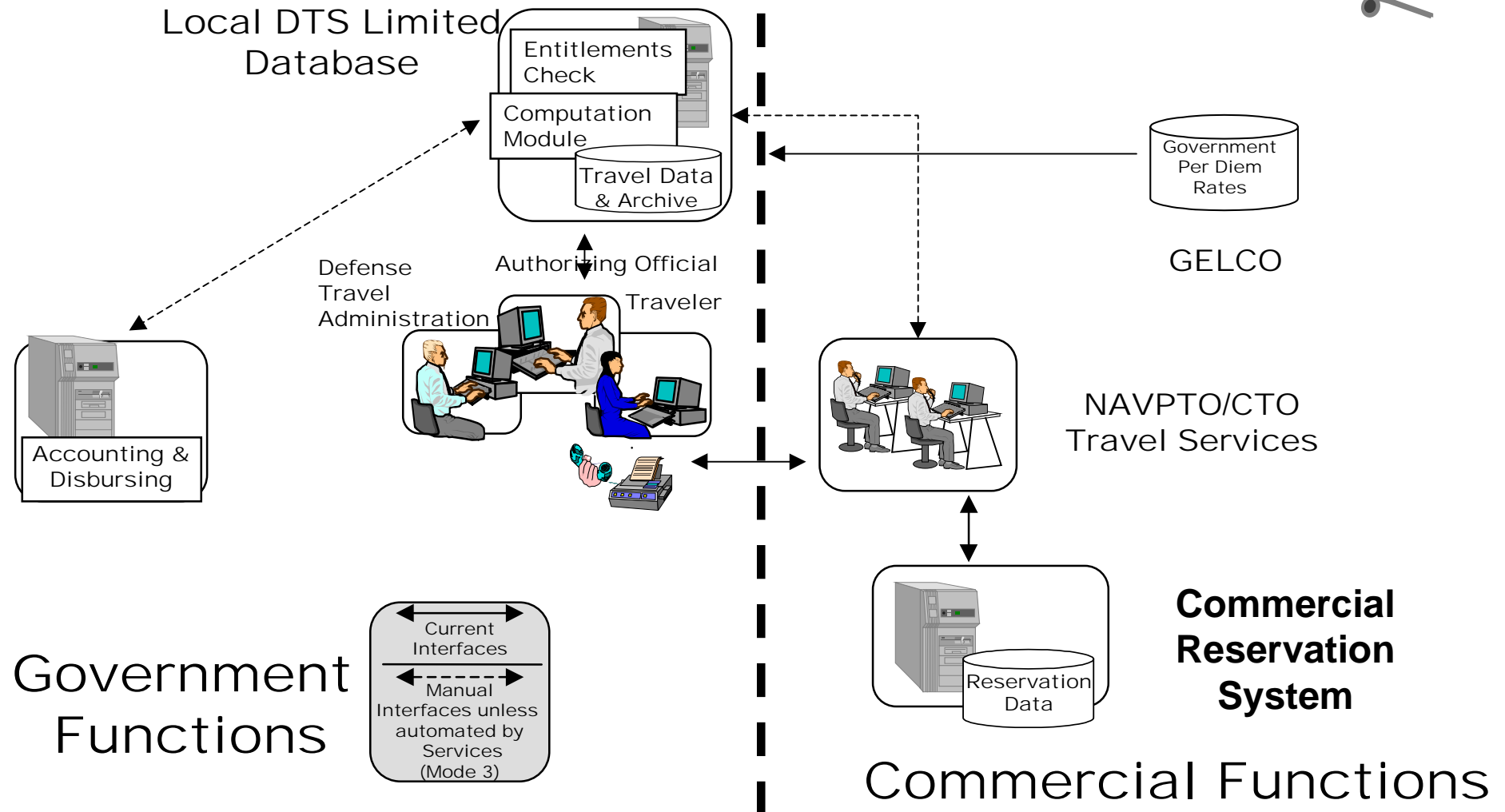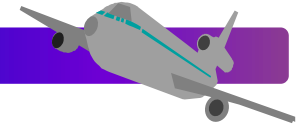
DTS vs. DTS-Limited

DTS

DTS-Limited

- Travel Authorization, Orders
- Static Flight, Hotel Database
- Travel Voucher
- Pre-Audit Documents
- Printed Documents
- Stand-alone Version
- Client Server Version (LAN)
- Route and Review
- Budget Modules
- Certified Computation Module

- External Interfaces
- Common User Interface
- Defense Accounting & Disb.
- DMDC Electronic Archive
- Defense Table of Distances
- GDS Live Reservation Availability
- Digital Signature

DTS-Limited

Local DTS Limited Database

Entitlements Check

Computation Module

Travel Data & Archive

Government Per Diem Rates

GELCO

Defense Travel Administration

Authorizing Official

Traveler

NAVPTO/CTO Travel Services

Accounting & Disbursing

Current Interfaces

Manual Interfaces unless automated by Services (Mode 3)

Reservation Data

Commercial Reservation System
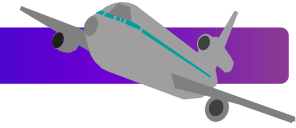
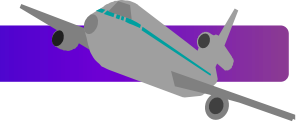Government Functions

Commercial Functions

Roles and Responsibilities

- **Project Management Office**
  - Overall responsibility for DTS-Limited (Acquisition and initial training)

- **Navy**
  - Locations/sites
  - Levels of use
  - All required interfaces and waivers
  - AO, traveler and sustainment training

- **TRW**
  - Prime contractor
  - Provide limited training and installation assistance

Training Program
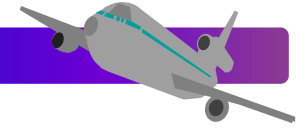
- **Joint training effort:**
  - **Government: Policies/ Procedures**
  - **TRW - System training on use of DTS-Limited software**

- **Comprehensive training materials**
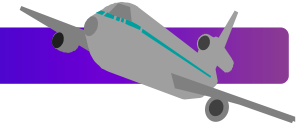
Training Process

Four (4) day class

- **Modeled after DTS Defense Travel Administration (DTA) training**

- **Designed for DTA personnel**

- **Command funded travel**

DTS Limited

Target Audiences

Defense Travel Administration (DTA): administrative aspects of the DTS-Limited and set-up at the organizational level (as determined by Service or Agency)
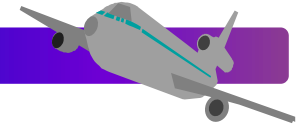
Authorizing Officials (AO): authority to determine when temporary duty (TDY) travel is necessary, authorize travel, approve arrangements

Travelers: have access to, or require the services of the DTS-Limited software for travel authorizations and voucher preparation

DTS-Limited
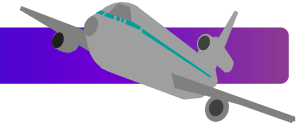
Training Schedule

- **20 students per class**

- **60 classes total**
  - **50 classes conducted at TRW facility in Northern Virginia**
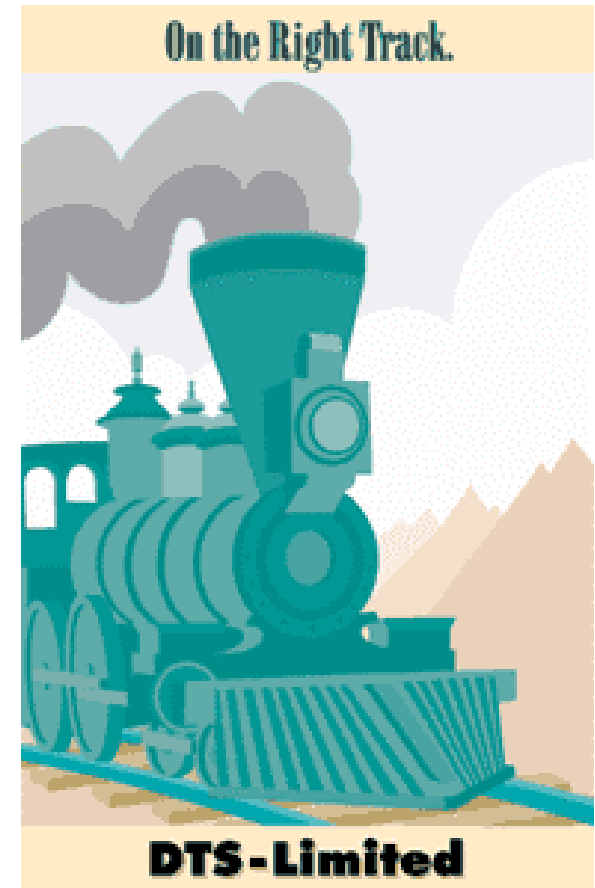 - **10 classes to be conducted on-site at CONUS locations (TBD)**

DTS
Limited

Summary

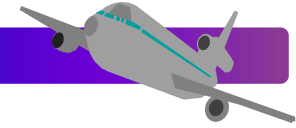- **DTS-Limited is an interim solution**

  ## DOES NOT REPLACE DTS

- **Assist with cultural change in fielding the new travel system throughout DoD**

- **Allows Navy commands to reap some cost benefits of full DTS earlier rather than later**

On the Right Track.

DTS-Limited

Defense Travel System

Navy 06 Service Reps to the Defense Travel System:

Mr. Jerry Brown
Mr. Vince Aquilino
703-604-9938
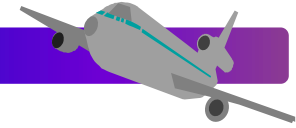aquilino.vince@hq.navy.mil
www.n4.hq.navy.mil/dts

TRW Web Sites:

www.defensetravel.com
www.dtslimited.com
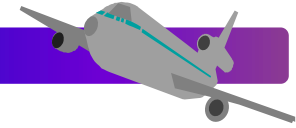
For More Information

PROJECT MANAGEMENT OFFICE
DEFENSE TRAVEL SYSTEM

- **Worldwide Web:** www.dtic.mil/travelink/

- **Phone: (703) 607-1498 {DSN 327}**

- **FAX: (703) 602-8570 {DSN 332}**

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    1745 Jefferson Davis Highway
    Arlington, VA 22202-3402

DTS-Limited

QUESTIONS?